

STATE DRIVING BUSINESSES LICENSURE BOARD
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 9/9/2019

BOARD MEMBERS PRESENT: C Randal Willie - Chair
Jared Hugh Haustveit
Theresa A Bradford
Faith Todd

BOARD MEMBERS ABSENT: Robert M Fenn

BUREAU STAFF: Kelley Packer, Bureau Chief
Dawn Hall, Deputy Bureau Chief
Julie Eavenson, Administrative Support Manager
Nicholas Krema, General Counsel
Cesley Metcalfe, Board Specialist
Pam Rebolo, Board Specialist

The meeting was called to order at 9:16 AM MDT by Theresa A Bradford.

INTRODUCTIONS

Ms. Packer introduced Pam Rebolo as the new specialist to the Board.

APPROVAL OF MINUTES

Ms. Todd made a motion to approve the minutes of April 26, 2019; May 7, 2019; May 28, 2019; June 28, 2019; and July 24, 2019. It was seconded by Mr. Haustveit. Motion carried.

PROPOSED LAWS AND RULES

Ms. Packer reviewed the proposed rules with the Board. Ms. Todd made a motion to adopt the pending rules as amended. It was seconded by Mr. Haustveit. Motion carried.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$74,817.73 as of July 31, 2019.

BOARD CONTRACT

Mr. Krema and Ms. Hall presented the 2020 fiscal year Board Contract. Ms. Todd made a motion to approve the contract and to allow the Board chair to sign on behalf of the Board. It was seconded by Mr. Haustveit. Motion carried.

Mr. Willie joined the meeting at 9:35 AM MDT.

BOARD MEMBER TRAINING

Mr. Krema presented training on the role of a regulatory Board and its members.

BOARD MEETING PROCEDURES TRAINING

Mr. Krema presented training regarding Board meeting procedures.

OLD BUSINESS

The Board reviewed the To Do List and no action was taken.

NEW BUSINESS

CORRESPONDENCE

The Board reviewed a newsletter from the Association of National Stakeholders in Traffic Safety Education (ANSTSE).

EXECUTIVE SESSION

Mr. Haustveit made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code 74-106(9). The purpose of the executive session was to consider documents relating to the fitness of an applicant to be granted a license or registration. It was seconded by Ms. Bradford. The vote was: Mr. Willie, aye; Mr. Haustveit, aye; Ms. Bradford, aye; and Ms. Todd, aye. Motion carried.

Ms. Bradford made a motion to come out of executive session. It was seconded by Mr. Haustveit. Motion carried.

APPLICATIONS

Ms. Bradford made a motion to approve the following for an apprenticeship program:

A&A DRIVING SCHOOL	DB-559
ROCKY MOUNTAIN DRIVING SCHOOL	DB-558
TREASURE VALLEY DRIVING SCHOOL	DB-638

It was seconded by Ms. Todd. Motion carried.

NEXT MEETING was scheduled for January 6, 2020 at 9:00 AM MST.

ADJOURNMENT

Ms. Bradford made a motion to adjourn the meeting at 10:45 AM MDT. It was seconded by Ms. Todd. Motion carried.

C Randal Willie, Chair

Jared Hugh Haustveit

Theresa A Bradford

Robert M Fenn

Faith Todd

Kelley Packer, Bureau Chief